

 <b>KENTUCKY CORRECTIONS</b> Policies and Procedures	Policy Number	Total Pages
	25.3	2
	Date Filed	Effective Date
	November 15, 2006	March 9, 2007
References/Authority ACA Standards 4-4442; KRS 196.035, 197.020	Subject  <b>PRE-RELEASE PROGRAM</b>	

## I. DEFINITIONS

"Correctional facility" means an institution, jail or center designed to retain those persons convicted of felony offenses and sentenced to a term of incarceration.

"Community Center Officer" means the probation and parole officer assigned to the Community Center.

"Pre-release Coordinator" means the institutional staff member assigned to the conduct the training.

## II. POLICY and PROCEDURES

This program shall pertain to information which may be of assistance to the inmate's future needs after being released into the community.

- A. Each correctional facility shall design a Pre-release Program. The program shall provide information to an inmate preparing to be released from incarceration by parole, conditional release, or maximum expiration and the inmate's responsibility to the state and to the community.
- B. This program may be taken by an inmate who is within two (2) months of the tentative date of release.
- C. The pre-release coordinator or community center officer shall conduct the Pre-release Program. The officer shall deal with the following subjects:
  1. Parole Certificate and Stipulations;
  2. Conditions of Supervision
    - a. Levels of Supervision;
    - b. Reporting Instructions; and
    - c. Restrictions:

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- (1) Alcohol;
- (2) Drugs;
- (3) Firearms; and
- (4) Travel.

- 3. Placement Alternatives;
- 4. Restoration of Civil Rights;
- 5. Release Procedures (including flow of paperwork);
- 6. Responsibilities of the Offender;
- 7. Individual Counseling and Stress Management;
- 8. Community Resources;
- 9. Employment Search; and
- 10. Reintegration with Family and Friends.